

# FIRE DEPARTMENT

The Fire Department provides protection of life and property through fast and safe response to fire and medical emergencies for the citizens of Santa Fe. The department is charged with the responsibility of providing on-scene medical care and transport to the hospital, preventing and controlling fires by code enforcement and investigation, and providing education services to the public to prevent or minimize injury, loss of life and economic loss.

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Administration	Appropriation: \$ 586,638
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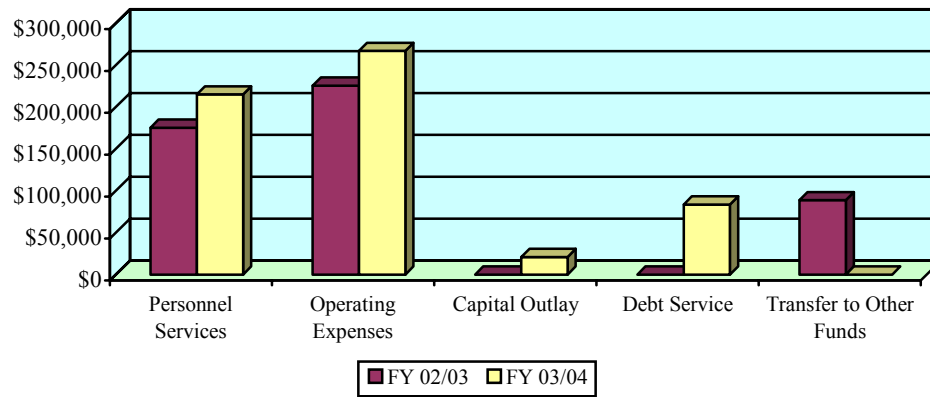
The Fire Chief is responsible for the overall management of Fire Department operations. The administrative function includes leadership and supervision of both short-range and long-range planning related to fire prevention, structural and wild land fire suppression, training, emergency medical services, hazardous materials mitigation, and the deployment of manpower and equipment for maximum effectiveness.

The FY 2003/04 operating budget is supported by the General Fund, which includes funding for salaries and benefits of the Fire Chief and three staff members, liability insurance coverage, and travel expenses for the entire Department.

A Wild Land Urban Interface Specialist position (originally titled as an Urban Arborist) was recently added to facilitate implementation of the municipal watershed thinning project and enhance the Fire Department's response to wild land urban interface fire hazards. While this position reports to the Fire Chief, funding support for the position comes from the Water Services Division.

<u>POSITION/CLASSIFICATION</u>	<u>FY 02/03 ACTUAL</u>	<u>FY 03/04 BUDGET</u>
Fire Chief	1 – EX	1 – EX
Administrative Secretary	1 – CLFT	1 – CLFT
Urban Arborist	1 – TCF	0 – TCF
Wildland Urban Interface Specialist	0 – TCF	1 – TCF
Office Manager	<u>1</u> – EX	<u>1</u> – EX
TOTAL:	4	4

## EXPENDITURE CLASSIFICATION



	<u>FY 02/03</u> <u>REVISED</u>	<u>FY 03/04</u> <u>APPROPRIATION</u>
Personnel Services	\$ 175,193	\$ 215,201
Operating Expenses	225,575	266,837
Capital Outlay	0	21,000
Debt Service	0	83,600
Transfer to Other Funds	<u>88,653</u>	<u>0</u>
 TOTAL:	 \$ 489,421	 \$ 586,638

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## Field Services

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Appropriation: \$ 8,591,908

The Field Services Division is responsible for the delivery of emergency services to the public in response to any emergency situation such as sudden illness, injury, fire, or hazardous materials release. The division provides these services with a staff of highly trained professionals responding from the city's five fire stations, using five fire engines, five fully staffed paramedic ambulances and one rescue/aerial ladder truck.

### 2002/03 Operational Highlights:

- Continued to provide emergency response services to the City of Santa Fe within established response time frames in the areas of fire suppression, rescue, and EMS life-saving response.
- Worked closely with the Regional Arson Task Force and Wild Land Fire Protection cooperatives to better address the city's arson and wild land fire problems.
- Established a closer working arrangement with a Federal firefighting crew, which was able to assist with wild land fires in the Santa Fe area that were not started on Federal lands.
- Obtained FEMA grant funding for the purchase of physical fitness equipment that will be housed in each of the five manned fire stations plus the fire training facility; this equipment will be available for use by firefighters anytime they are on duty.

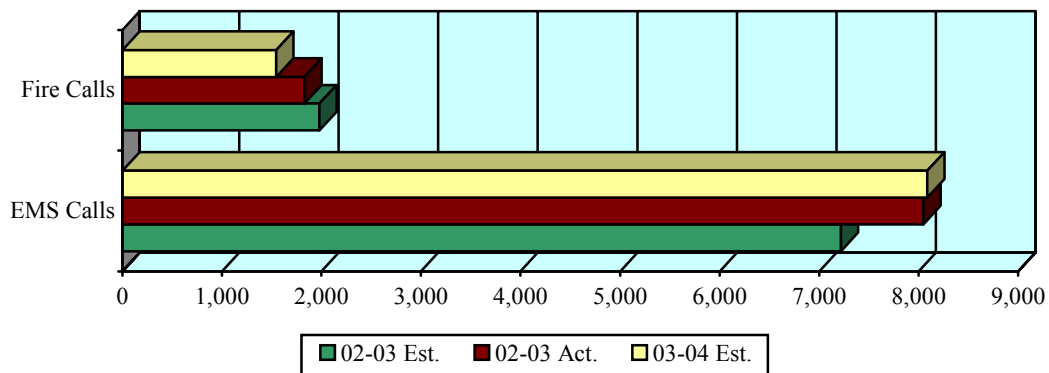
### 2003/04 Goals and Objectives:

- Build stronger alliances with area law enforcement and fire agencies to address the common goal of rapid response to any given emergency.
- Work with area law enforcement and fire agencies to establish a unified command and utilize the latest technology for communication interoperability on all emergency scenes.
- Develop a relocation plan for Fire Station 8 and make significant improvements to Stations 3 and 4.
- Improve service by exploring new approaches with new technology available to the fire and EMS services.
- Conduct an assessment of fire service and EMS service needs in county areas currently under study for annexation into the City of Santa Fe.

### Budget Commentary:

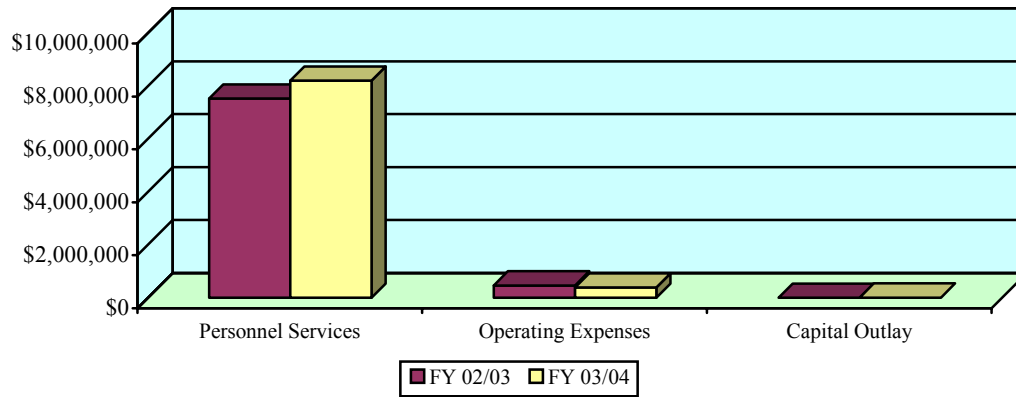
The FY 2003/04 General Fund operating budget provides funding for 112 staff members and operating expenses primarily used in providing safety education programs and investigating property loss fires. Personnel salaries and benefits comprise the largest share (95%) of the budget for the Field Services Division.

<u>Standard Program Measurements:</u>	<u>02/03</u> <u>EST.</u>	<u>02/03</u> <u>ACTUAL</u>	<u>03/04</u> <u>EST.</u>
1. Number of fire service calls	1,980	1,830	1,546
2. Number of EMS calls	7,220	8,049	8,088
3. Average fire/EMS call response time (min:sec)	07:00	06:58	06:50
4. Structure fire incidents	40	46	50
5. Number of fire inspections	2,687	1,888	1,900
6. Number of plans reviewed	600	530	550



<u>POSITION/CLASSIFICATION</u>	<u>FY 02/03</u> <u>ACTUAL</u>	<u>FY 03/04</u> <u>BUDGET</u>
Assistant Fire Chief	1 – CLFT	1 – CLFT
Administrative Assistant	1 – CLFT	1 – CLFT
Battalion Chief	3 – CLFT	3 – CLFT
Fire Captain	15 – CLFT	15 – CLFT
Fire Engineer	15 – CLFT	15 – CLFT
Fire Inspector II	3 – CLFT	4 – CLFT
Fire Marshal	1 – CLFT	1 – CLFT
Firefighter Trainee	6 – CLFT	1 – CLFT
Firefighter I	12 – CLFT	7 – CLFT
Firefighter II	7 – CLFT	19 – CLFT
Firefighter III	15 – CLFT	13 – CLFT
Medical Officer	1 – CLFT	1 – CLFT
Firefighter/Paramedic	22 – CLFT	22 – CLFT
Rescue Technician	9 – CLFT	9 – CLFT
Secretary	<u>1</u> – CLFT	<u>0</u> – CLFT
TOTAL:	112	112

## EXPENDITURE CLASSIFICATION



	FY 02/03 <u>REVISED</u>	FY 03/04 <u>APPROPRIATION</u>
Personnel Services	\$ 7,521,722	\$ 8,201,707
Operating Expenses	463,351	386,520
Capital Outlay	<u>0</u>	<u>3,681</u>
 TOTAL:	 \$ 7,985,073	 \$ 8,591,908

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## Support Services

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Appropriation: \$ 845,010

The Support Services Division is charged with planning, development and administration of a wide range of training programs which include firefighting, emergency medical services, hazardous materials, heavy rescue, emergency vehicle operations, and all applicable Occupational Health and Safety Administration (OSHA) requirements.

The division is also responsible for maintenance and repair of the Fire Department's 36 vehicles and specialized equipment including self-contained breathing apparatus, jaws-of-life, and various other types of equipment and tools. In addition, the division provides maintenance and upkeep for the City's five constantly-manned fire stations, two reserve stations and one training station.

The City of Santa Fe receives annual grants from the State Fire Fund and the Emergency Medical Services Grant that supplement funding provided by the City for emergency operations and various equipment needs. In addition to training, these grants provide funding support for ambulance operations, medical supplies, ambulance equipment and injury prevention programs.

### 2002/03 Operational Highlights:

- Provided training to address the operational needs of fire officers and firefighters, including wild land urban interface firefighting strategy and tactics training, and emergency medical provider recertification training.
- Continued ongoing repair and maintenance of the entire fleet of emergency response and staff vehicles.
- Provided public education in fire and injury prevention, targeting school-age children in public and private schools.

### 2003/04 Goals and Objectives:

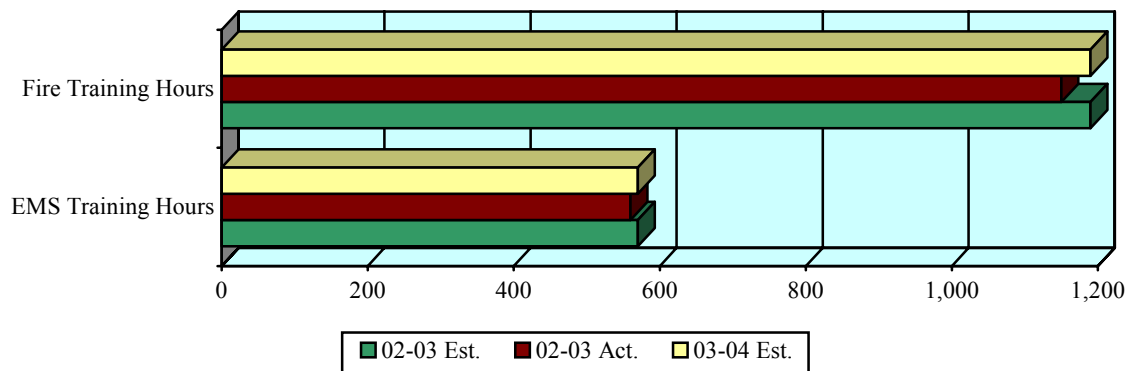
- Maintain equipment for reliability and safety, ensuring 90% fleet availability at any given time.
- Complete one firefighter recruit training academy, and expand in-house and outside training opportunities for firefighters, paramedics and the Hazardous Material Response team.
- Refine skills, training and technology for all personnel to reduce the risk of injury and liability at incident scenes, and to provide enhanced decision making skills for all Fire Department officers in the field.

### Budget Commentary:

The FY 2003/04 General Fund operating budget of \$584,257 for Support Services provides funding for 6 staff members and various operating expenses relating to the training and education of fire department personnel. Additional funding support for division needs other than personnel is provided through the State Fire Fund (2209) grant of \$240,753, and the Emergency Medical Services Grant (2206) in the amount of \$20,000 for FY 2003/04.

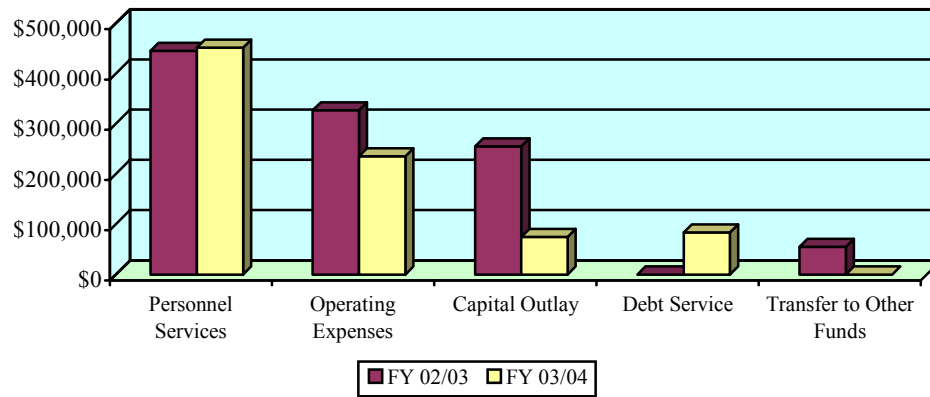
Capital outlay funding includes provisions for replacement of old and outdated equipment as well as the purchase of two combination aerial/fire trucks (“quints”).

<u>Standard Program Measurements:</u>	<u>02/03 EST.</u>	<u>02/03 ACTUAL</u>	<u>03/04 EST.</u>
1. Fire training hours completed	1,190	1,150	1,190
2. EMS training hours completed	570	560	570



<u>POSITION/CLASSIFICATION</u>	<u>FY 02/03 ACTUAL</u>	<u>FY 03/04 BUDGET</u>
Assistant Fire Chief	1 – CLFT	1 – CLFT
Fire Fleet Administrator	1 – CLFT	1 – CLFT
Auto Mechanic	1 – CLFT	1 – CLFT
Emergency Preparedness Coordinator	1 – TCF	0 – TCF
Administrative Assistant	1 – TCF	0 – TCF
Secretary	1 – CLFT	1 – CLFT
Fire Training Officer	<u>2</u> – CLFT	<u>2</u> – CLFT
TOTAL:	8	6

## EXPENDITURE CLASSIFICATION



	<u>FY 02/03</u> <u>REVISED</u>	<u>FY 03/04</u> <u>APPROPRIATION</u>
Personnel Services	\$ 444,766	\$ 451,092
Operating Expenses	326,588	235,318
Capital Outlay	254,885	75,000
Debt Service	0	83,600
Transfer to Other Funds	<u>55,000</u>	<u>0</u>
 TOTAL:	 \$ 1,081,239	 \$ 845,010